



# K A N S A S

RODERICK L. BREMBY, SECRETARY

KATHLEEN SEBELIUS, GOVERNOR

DEPARTMENT OF HEALTH AND ENVIRONMENT

## WIC Checks Missing Vender Stamp Effective March 1, 2006

In September 2003, the Kansas WIC program began the process of changing from a voucher payment system to checks being submitted through the banking system for payment.

According to the Vendor Procedures Manual page 22, item 8, the WIC vendor stamp, containing the WIC vendor number and name, is to be stamped on the front of each check inside the box under the words, "Not Negotiable Without Kansas WIC Vendor Stamp Here." Covansys, the Kansas contracted WIC check processor, visually and electronically edits the checks for several items. One of these edits is ensuring the vendor stamp is on the check. If the stamp is not present, the editor turns the check over and looks at the endorsement on the back of the check to ensure that the vendor is a WIC authorized vendor.

The process of turning the check over and physically verifying the vendor cashing the check is an authorized WIC vendor, has been costing the Kansas WIC program \$0.475 each check. This fee was being paid during the "learning cycle" of the check system. The state agency anticipated this fee dropping significantly as vendors became comfortable with the check system. Throughout the last two years, this fee has become approximately 10 percent of our monthly statement from Covansys. Due to the length of time that has passed and the amount of funds expended, the Kansas WIC program will no longer pay this fee.

If a check is sent through the banking system without a vendor stamp, it will be returned to the vendor unpaid. The check can be stamped and resent through the banking system for payment. The vendor will incur all costs of the check being returned.

If you have any questions, please contact Sandi Fry at the number listed below.